

Message Text

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ORIGIN SS-15

INFO OCT-01 EA-07 ISO-00 SSO-00 OC-06 CCO-00 /029 R

DRAFTED BY S/S-S:CBRODY

APPROVED BY S/S - MR. BORG

D:DTICE

S/S-S:LREDDY

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P 192229Z JUL 76

FM SECSTATE WASHDC

TO AMEMBASSY CANBERRA PRIORITY

AMEMBASSY WELLINGTON PRIORITY

AMCONSUL AUCKLAND PRIORITY

AMCONSUL SYDNEY PRIORITY

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E.O. 11652: N/A

TAGS: OVIP (ROBINSON, CHARLES W.)

SUBJECT: DEPUTY SECRETARY'S ANZUS VISIT: SECRETARIAT
STAFF REQUIREMENTS

1. A SECRETARIAT STAFF (S/S) OF ONE OFFICER AND ONE SECRETARY WILL ASSIST THE DEPUTY SECRETARY AND OFFICIAL PARTY AT ALL STOPS OF THE ANZUS VISIT, MONITORING THE PREPARATION OF THE DEPUTY SECRETARY'S SCHEDULE AND BRIEFING MATERIAL, AND COORDINATING THE ACTIVITIES OF THE OFFICIAL PARTY. THE S/S TEAM WILL MANAGE ALL TELEGRAMS AND OTHER INFORMATION FLOWING TO AND FROM THE PARTY (SEE SEPTTEL ON CABLE TRAFFIC) AS WELL AS LIAISON BETWEEN THE PARTY AND THE HOST EMBASSY OR CONSULATE.

2. THE S/S TEAM OF CLIFFORD BRODY AND MARJORIE SOLTIS WILL PRECEDE THE DEPUTY SECRETARY TO WELLINGTON, BUT WILL NOT TRAVEL TO AUCKLAND. THE TEAM WILL TRAVEL WITH THE OFFICIAL PARTY FROM WELLINGTON TO SYDNEY AND THEN CANBERRA.

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TRAVEL INFORMATION WILL BE PROVIDED SEPTTEL. THE TEAM WILL

BE PREPARED TO WORK CLOSELY WITH THE POST ON ADMINISTRATIVE/ LOGISTICAL ARRANGEMENTS (SEE SEPTTEL) BUT WILL RELY UPON POST PERSONNEL AND RESOURCES FOR BASIC PLANNING AND IMPLEMENTATION OF THESE ARRANGEMENTS.

3. S/S LIAISON OFFICER. ALL POSTS SHOULD DESIGNATE

AN EXPERIENCED FSO AS FULL-TIME S/S LIAISON OFFICER TO PROVIDE ASSISTANCE TO THE S/S TEAM (IN AUCKLAND - TO THE DEPUTY SECRETARY'S SPECIAL ASSISTANT) BEGINNING WITH THE TEAM'S ARRIVAL AND LASTING UNTIL THE DEPUTY SECRETARY'S DEPARTURE. THIS OFFICER SHOULD BE FULLY CONVERSANT WITH ALL ASPECTS OF POST'S PREPARATIONS FOR THIS VISIT AND BE PREPARED TO BRIEF THE S/S TEAM UPON ARRIVAL AT THE AIRPORT ON LAST MINUTE SCHEDULE CHANGES, PROBLEMS ENCOUNTERED MEETING TRIP REQUIREMENTS, ETC. HE SHOULD ENSURE THAT A COMPLETE FILE OF ALL MESSAGES THE POST HAS TRANSMITTED AND RECEIVED RELATING TO THE VISIT IS AVAILABLE TO THE S/S TEAM.

4. MEDIA REPORTS: POSTS ARE ASKED TO ADVISE DEPARTMENT ON THE EXTENT OF EXISTING RPT EXISTING ENGLISH LANGUAGE TICKER SERVICE SUCH AS UPI, AP OR REUTERS WHICH WOULD BE AVAILABLE TO PARTY AT HOTELS OR AT POST ITSELF. CAN S/S TEAM READILY OBTAIN COPIES? POSTS SHOULD ARRANGE FOR NEWSPAPERS AND WIRELESS FILES TO BE PROVIDED DAILY TO EACH MEMBER OF THE ANZUS DELEGATION AND TO THE S/S TEAM.

5. POSTS SHOULD PROVIDE TO THE S/S TEAM UPON ARRIVAL DRAFT THANK-YOU NOTES FROM THE DEPUTY SECRETARY TO APPROPRIATE FOREIGN OFFICIALS. USUALLY, THESE ARE TO THE PRIME MINISTER AND FOREIGN MINISTER. DRAFTS MUST INCLUDE EXACT ADDRESS AND CORRECT SALUTATION AND TITLES.

6. SPECIAL ATTENTION IS CALLED TO S/S REQUIREMENTS FOR DUTY SECRETARIES AND COURIERS OUTLINED IN ADMIN-LOGISTICAL CABLE (SEPTTEL). S/S TEAM WILL REVIEW THESE REQUIREMENTS WITH POST ON ARRIVAL.

7. SCHEDULING: THE DEPUTY SECRETARY WISHES TO DEFER TO LIMITED OFFICIAL USE

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THE EXTENT POSSIBLE TO HIS HOSTS' SUGGESTIONS AND JUDGMENT ON HIS VISIT SCHEDULE. WITHOUT PRESSING HOST GOVERNMENT, POST SHOULD REPORT SCHEDULING INFORMATION AND SUGGESTIONS AS THEY BECOME AVAILABLE. THERE IS NO RPT NO REQUIREMENT THAT EACH DAY'S SCHEDULE BE FULL.

REMEMBER TO INCLUDE:

--TIME AND LOCATION OF PROPOSED MEETINGS AND OTHER EVENTS,
INCLUDING SUGGESTED PARTICIPANTS ON BOTH SIDES.
--ANTICIPATED PRESS ARRANGEMENTS AND COVERAGE FOR ALL
EVENTS, INCLUDING ARRIVAL AND DEPARTURE.

8. ANNOTATED SCHEDULE: AS SOON AS THE STATE OF PLANNING
PERMITS, POSTS SHOULD SUBMIT A DETAILED SCHEDULE. AT A
MINIMUM, THIS SHOULD INCLUDE ARRIVAL AND DEPARTURE TIMES

FROM AIRPORTS, HOTELS, ETC., DRIVING TIMES, PRINCIPAL
GUESTS AT SOCIAL EVENTS, HOST GOVERNMENT PARTICIPANTS AT
MEETINGS, DRESS REQUIREMENTS, AND OTHER RELEVANT INFOR-
MATION. POSTS SHOULD TRANSMIT THE FIRST SCHEDULE, HOWEVER
INCOMPLETE, TO DEPARTMENT EIGHT DAYS PRIOR TO DELEGATION'S
ARRIVAL. THEY SHOULD SEND A RECAPITULATION OF ALL
SCHEDULING INFORMATION BY IMMEDIATE CABLE TO THE DEPART-
MENT BY COB (POST) JULY 26, AGAIN COB JULY 28 TO DEPART-
MENT. FOR CANBERRA: SEND AN INFO COPY ALSO IMMEDIATE
PRECEDENCE OF YOUR JULY 28 MESSAGE TO WELLINGTON FOR
S/S TEAM.

9. SAMPLE SCHEDULE FORMAT:

10:00 A.M. ARRIVE BLANDIA MILITARY AIRPORT.

MET AT PLANESIDE BY FOREIGN MINISTER MUSA
ADAMU AND AMBASSADOR SEAN O'NEILL.

NATIONAL ANTHEMS.

REVIEW HONOR GUARD, WITH FOREIGN MINISTER.
GREET SENIOR BLANDIAN AND EMBASSY OFFICIALS
ON TARMAC.
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PROCEED TO TERMINAL FOR ADAMU'S WELCOMING
REMARKS AND DEPUTY SECRETARY'S ARRIVAL
STATEMENT.

10:20 A.M. EXIT TERMINAL TO WAITING MOTORCADE,
AMBASSADOR O'NEILL AND ASSISTANT SECRETARY
MCKEE WILL ACCOMPANY DEPUTY SECRETARY TO
HOTEL.

10:40 A.M. ARRIVE HOTEL ABLE.

30 MINUTES FREE TIME.

B. DINNER:

8:15 P.M. DEPART HOTEL. ACCOMPANIED BY AMBASSADOR O'NEILL AND ASSISTANT SECRETARY MCKEE.

8:30 P.M. ARRIVAL PRESIDENTIAL RESIDENCE FOR STAFF DINNER BY PRESIDENT SAIDU.

DARK SUIT -- 48 GUESTS, INCLUDING ENTIRE BLANDIAN CABINET. OFFICIAL AMERICAN GUESTS: ASSISTANT SECRETARY MCKEE,

AMBASSADOR O'NEILL, MESSRS. FUNSETH, LORD AND MACRAKEN.

GREET OTHER GUESTS IN RECEPTION LINE WITH PRESIDENT SAIDU AND CHIEF OF PROTOCOL POOKAH.

9:00 P.M. DINNER.

SERVICE AT TABLES FOR SIX. PRESIDENT SAIDU WILL BE AT DEPUTY SECRETARY'S LEFT AND FOREIGN MINISTER ADAMU AT HIS RIGHT. OTHER HEAD TABLE GUESTS: INTERIOR MINISTER KHALID, ARMY MINISTER ABUBAKAR, CHIEF JUSTICE CREDULA AND PROTOCOL CHIEF LIMITED OFFICIAL USE

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POOKAH.

10:30 P.M. DEPUTY SECRETARY JOINS PRESIDENT SAIDU FOR TETE-A-TETE IN ADJOINING ANTEROOM.

11:15 P.M. DEPART PRESIDENTIAL RESIDENCE.

11:30 P.M. ARRIVE HOTEL.

10. POSTS SHOULD ALSO SUBMIT DRAFT TEXTS FOR PROPOSED/ EXPECTED REMARKS INCLUDING TOASTS FOR THE DEPUTY SECRETARY DURING HIS VISIT.

11. FOR SYDNEY AND CANBERRA: S/S TEAM WILL ARRIVE WITH, AND NOT IN ADVANCE OF, THE DEPUTY SECRETARY. S/S LIAISON OFFICER SHOULD MEET S/S TEAM ON ARRIVAL AT AIRPORT. KISSINGER

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